

**Minutes of Board of Trustee Reorganizational Meeting and Workshop  
April 2, 2012 at 7:30 pm**

The Board of Trustees of the Village of Cold Spring held their annual reorganization meeting and a workshop on Monday, April 2, 2012 at Village Hall, 85 Main Street, Cold Spring, NY beginning at 7:30 pm.

Attending: Mayor Seth Gallagher and Trustees Campbell, Falloon, Francisco, and Hustis

Also: M. Armstrong, Chair of Special Board

1) REORGANIZATIONAL MEETING

**Non-Resident Appointments** for a one year term

Acting Justice	Alan Steiner
Foreman of the Highway Department	Edward Trimble
Village Accountant	Ellen Mageean
Building Inspector	William Bujarski
Assistant Building Inspector	Kimberly DeSocio
Fire Inspector	Kimberly DeSocio

Trustee Hustis moved to approve non-resident appointments and seconded by Trustee Falloon and unanimously approved.

**Resident appointments:** for a one year term

Village Clerk/Treasurer & Registrar of Vital Statistics	Mary Saari
Water and Sewer Superintendent	Gregory Phillips
Court Clerk	Cathy Costello

Trustee Hustis moved to approve resident appointments and seconded by Trustee Falloon and unanimously approved.

**Mayor and Board of Trustees Offices and Appointments**

Budget Officer	Mayor Gallagher
Board of Water Commissioners	Mayor and Board of Trustees
Management of Police Department	Mayor and Board of Trustees
Deputy Mayor	Trustee Campbell

**Trustee Committee Appointments:**

Community Day	Mayor and Board of Trustees, Trustee Campbell as Chair
Roadways and Sidewalks	Mayor and Board of Trustees
Trees	Mayor and Board of Trustees
Handicap Committee	Mayor and Board of Trustees
Waterfront Development	Mayor and Board of Trustees
Village Codes	Mayor and Board of Trustees
Senior Committee	Mayor and Board of Trustees
Greenway Committee	Mayor and Board of Trustees

Audit Committee	Trustee Francisco, Trustee Hustis, and Trustee Campbell
Insurance Committee	Trustee Hustis and Trustee Campbell
Economic Development	Trustee Francisco and Trustee Hustis

Parking Committee  
Personnel

Trustee Falloon and Trustee Hustis  
Mayor Gallagher and Trustee Campbell

**Office and Assignment Appointments:**

Liaison to Recreation Commission Trustee Campbell  
Liaison to Zoning Board of Appeals Trustee Hustis  
Liaison to Planning Board Trustee Francisco  
Liaison to Historic District Review Board Mayor Gallagher  
Liaison to Chamber of Commerce Trustee Hustis  
Liaison to Haldane School Trustee Campbell  
Liaison to Town of Philipstown Trustee Hustis  
Liaison to Fire Department Trustee Falloon  
Liaisons to Special Board Trustee Campbell and Trustee Francisco  
Liaison to Police Department Trustee Falloon  
Senior Liaison Mayor Gallagher  
Safety on 9D and 301 Trustee Campbell  
ADA Compliance Officer Trustee Francisco

**Committee Chairmanship Appointments:**

Public Safety Trustee Falloon  
Finance Trustee Francisco  
Insurance and Risk Management Trustee Hustis  
Public Works and Infrastructure Trustee Campbell  
Energy Efficiency and Environment Mayor Gallagher  
Personnel Mayor Gallagher  
Economic Development Trustee Hustis  
Parking Trustee Falloon

Trustee Hustis moved to approve board committee assignments and chairmanship appointments and seconded by Trustee Falloon and unanimously approved.

**Appointment to Boards:**

**Recreation Committee-**

Committee Member Curt Landtroop - 5 year term

**Planning Board**

Committee Member Jimmy Zuehl - 5 year term  
Committee Chairman Joseph Barbaro - one year term

**Zoning Board of Appeals**

Committee Member Edward Murphy- 5 year term  
Committee Chairman Donald MacDonald – one year term

**Historic District Review Board**

Committee Chairman Al Zgolinski – one year term

Four applications were received for HDRB membership from: Christopher Berg, Marie Early, Jeff Phillips, and Thomas Ambrose  
Applications will be forwarded to the HDRB and village board members for review.

**Comprehensive Board /LWRP**

Members:

Michael Armstrong; Planning Board Member Richard Weissbrod; Karen Doyle; Marie Early; Anne Impellizzeri; Cathryn Fadde; Anthony Phillips; Michael Reisman; Stephanie Hawkins

Chair- Michael Armstrong; Vice Chair- Anne Impellizzeri; Secretary- Marie Early

Trustee Falloon moved to approve and seconded by Trustee Hustis and unanimously approved.

**Meeting date and agenda for monthly meetings-** Second Tuesday of each month, agenda as per **attached** Trustees Handbook

Trustee Hustis moved to approve and seconded by Trustee Falloon and unanimously approved.

**Meeting Procedures** – as per attached Trustees Handbook

**Official Depositories** – M & T Bank

Trustee Falloon moved to approve of the official depository and seconded by Trustee Hustis and unanimously approved.

**Procurement and Investment Policies** – as per attached handbook

Trustee Hustis moved to approve of the investment and procurement procedures and seconded by Trustee Francisco and unanimously approved.

**Official Newspaper** – Putnam County News & Recorder & Journal News may be used as an alternate

Trustee Hustis moved to approve of the official newspaper and seconded by Trustee Falloon and unanimously approved.

**Procedure for calling Meeting**

A special meeting may be called by the Mayor or any Trustee upon notice to the entire board. Notice may be given by telephone, in person, or in writing at least 24 hours in advance unless an emergency exists. Also for calling a special meeting the public will be notified by a news alert on the website, the local paper if time allows and a notice on the Village Hall window.

Trustee Hustis moved to approve of the procedure for calling a meeting and seconded by Trustee Francisco and unanimously approved.

**Appointment of Village Attorney** – Drake, Loeb, Heller, Kennedy, Gogerty, Gaba & Rodd

Trustee Hustis moved to approve the appointment of the Village Attorney and seconded by Trustee Francisco and unanimously approved.

**Ethics Policy-** as per attached handbook

Mayor Gallagher read the Ethics Policy regarding conflicts of interest.

- 2) **BRIEF REVIEW OF MEETING PROCEDURES** – Mayor Gallagher provided a review of meeting procedures as per the Trustee Handbook.
- 3) **UPDATE ON BUTTERFIELD REALTY PROJECT** – Mayor provided a summary of a meeting with Paul Guillaro of Butterfield Realty and Joseph Barbaro, Planning Chair. It was proposed by the developer that the village revise the current zoning to allow any governmental uses, not just the village government in the business district. After discussion, Trustee Francisco moved to approve forwarding a request to Attorney Gaba to draft language to allow for all government uses in the B-4 zoning district. Motion seconded by Trustee Falloon and unanimously approved.

Trustee Hustis moved to approve scheduling a charrette on the Butterfield Realty project for Saturday, April 14, 2012 at 10:00 am at the Haldane School music room and seconded by Trustee Falloon and unanimously approved.

Mayor Gallagher distributed correspondence from Butterfield Realty regarding a market study to assess the need for senior affordable housing in the Cold Spring area. An executive summary will follow.

- 4) **BUDGET WORKSHOP**- Mayor Gallagher provided a review of the village budgets, fund balances, comments from the Water Superintendent and salary schedule.

After review of changes recommended by the Village Accountant, Trustee Hustis moved to reduce the amount to be raised by taxation for the Fireman's Service Award in the tentative budget by \$732.00, bringing the total amount to be raised by taxation for the Fireman's Service Award to \$47,949.00. Motion seconded by Trustee Francisco.

On roll call vote:

Trustee Campbell voted: ABSENT

Trustee Falloon voted: YES

Trustee Francisco voted: YES

Trustee Hustis voted: YES

Mayor Gallagher voted: YES

Resolution officially adopted by a vote of 4-0.

- 5) **EXECUTIVE SESSION REGARDING PERSONNEL ISSUES**

Trustee Hustis moved to enter into executive session to discuss a personnel issue and seconded by Trustee Falloon and unanimously approved.

Trustee Hustis moved to exit from executive session and to adjourn and seconded by Trustee Francisco and unanimously approved.

Respectfully submitted,

Mary Saari, Village Clerk